

CONFIDENTIAL

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Briefing the New OMB Examiner on the Office of Security

FROM

EXTENSION

NO.

DATE

25 July 1983

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

C/PPG
DD/P&M

7/25/83

D

I favor option one. I can't see the utility of sending an army to the briefing. It might be overkill.

2.

DD/Security

27 JUL 1983

7/27

R

3.

D/Security

27 JUL 1983

seen

4.

Concur in option I

5.

6.

DD/P&M

7.

8.

9.

10.

11.

12.

13.

14.

15.

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25 July 1983

MEMORANDUM FOR: Chief, Policy and Plans Group

25X1 FROM : [REDACTED]
Chief, Plans Branch
Policy and Plans Group

SUBJECT : Briefing the New OMB Examiner on the
Office of Security

25X1 1. As you are aware, the Director of Security is scheduled
to brief the new OMB examiner, Mr. Doug Olin, age 27, on the
missions and functions of the Office of Security on 25 August
1983, from 1515 hours to 1645 hours. According to [REDACTED]
25X1 EXO/DDA, this meeting is intended as a "get acquainted" session,
and should focus on what the Office of Security does rather than
on FY-85 budgetary and resource issues. [REDACTED]

25X1 2. Mr. Olin will be accompanied by [REDACTED] and
25X1 [REDACTED] from the Office of the Comptroller, and the format of
the session is entirely up to the Director of Security. The
undersigned recommends that the briefing be accomplished along
the following lines:

° It is suggested that the Director of
Security conduct the entire briefing, as opposed
to having each of the Deputy Directors separately
brief on their responsibilities. Although the
undersigned feels the best approach would have the
Director of Security in a one-on-one situation
with Mr. Olin, another alternative would be to
have the Deputy Directors present during the
briefing should Mr. Olin have specific questions
on a particular OS Directorate.

° Vu-graphs are optional according to
25X1 [REDACTED] The undersigned recommends a presenta-
tion which uses a few visual aids, but primarily
25X1 rests on an extemporaneous discussion by
[REDACTED]

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° The topical outline of the presentation could be as follows:

° The first Vu-Graph would depict a wiring diagram of the Office of Security down to the Division level.

° The next Vu-Graph would depict our FY-83 resources, broken down by directorate, together with our projected FY-84 resources. I would suggest that no Vu-Graphs be prepared on our FY-85 budget request, but that the Director of Security be prepared to respond to questions should they arise. (I am assuming that [redacted] will be present during the presentation).

° PSI would logically be the first OS Directorate to be covered in detail, since this is the area where the majority of our resources reside, and would also coincide with our number one FY-85 New Initiative. Several Vu-Graphs could be used here, showing workload, accomplishments, and shortfalls.

° Following PSI, the discussion could move into the PTAS arena, again consistent with the priorities we have declared in the FY-85 budget submission. Selected Vu-Graphs could be prepared on PTAS, highlighting workload, accomplishments, and shortfalls, with an emphasis on computer security, physical security deficiencies, and overseas security.

° Lastly, the P&M Directorate would be discussed, with emphasis on security awareness programs, security records, and community support (4C, SSC).

° The undersigned would prepare a briefing book for the Director of Security, along the lines of those used during past formal presentations. At present, the briefing is scheduled to take

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25X1 place in [] office. This will require
25X1 setting-up a Vu-graph machine within his Office,
or moving the briefing to the OS Conference Room.
[]

3. Please advise whether the Director of Security concurs
in this approach. If so, the undersigned will immediately begin
to prepare the attendant Vu-Graphs and briefing notes in order
that a "dry-run" can be scheduled circa 22-23 August 1983.
Further, once the briefing format is established, the undersigned
25X1 will ensure that [] participates in all facets of the
25X1 preparations in order that he may take-over for the
undersigned. []
25X1 []

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